

NEWSLETTER  
Of the  
Sheriff's Office of Baltimore City  
Encompassing the City of Baltimore  
October 2007

Mission Statement: To serve the citizens of Baltimore City and advance the Criminal Justice System and Public Safety of Baltimore City by providing professional and uncompromising service through teamwork and a commitment to excellence. To fulfill the duties of the Office of the Sheriff in a dignified manner so as to inspire the confidence of the public and to consistently strive to advance the quality of life in the City of Baltimore.

Sheriff's Office Directory  
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October at a glance.

By Inspector Steven K. Williams

COLUMBUS DAY

October 8th

Columbus Day is a U.S. holiday commemorating the landing of explorer Christopher Columbus in the West Indies on October 12, 1492. Since 1971 it has been celebrated on the second Monday in October.

NATIONAL BOSS DAY

## October 16th

National Boss Day is October 16th each year. When the holiday falls on a weekend, it is generally celebrated on the working day closest to October 16th.

National Boss Day offers employees an opportunity to recognize those in supervisory positions. Popular ways to say "thanks" include cards, a lunch in the boss's honor, flowers, or gift certificates.

National Boss Day was started in 1958 when Patricia Bays Haroski, then an employee at State Farm Insurance Company in Deerfield, Ill., registered the holiday with the Chamber of Commerce of the United States. She designated October 16th as the special day because it was her father's birthday. Ms. Haroski's purpose was to designate a day to show appreciation for her boss and other bosses. She also hoped to improve the relationship between employees and supervisors. She believed young employees often do not realize the challenges bosses face in running a business.

## UNITED NATIONS DAY

## October 24th

United Nations Day was declared in 1947 by the United Nations General Assembly to be October 24<sup>th</sup>, the anniversary of the coming into force of the Charter of the United Nations. It is to be devoted to making known to peoples of the world the aims and achievements of the United Nations.

In 1971 the General Assembly recommended all nations to observe it as a public holiday.

The day is part of United Nations Week, which runs from the 20<sup>th</sup> of October to the 26th October.



A Special Thank You and Laudatory Achievement to Deputy Sheriff Chris Carter and Deputy Sheriff Simone Miller.

Two Baltimore sheriff's deputies shot and killed a pit bull last night as it was attacking a 7-year-old girl who was bleeding from multiple bite wounds, police said.

"They saved the girl's life." said Lt. Fred Jackson of the Baltimore City Sheriff's Office. "That dog would have killed her."

Jackson said two deputies, Chris Carter and Simone Miller, were on foot patrol about 9 p.m. in the Carroll Park neighborhood when they heard the girl's screams in the 1400 block of Ramsay Street.

When Carter and Miller arrived, they found a pit bull clamped on the little girl's lower right leg and a man beating the dog with a stick in an attempt to free her. Carter attempted to pull the dog off, but when it would not release the girl, he shot the dog twice in the head.

The dog then turned on the man with the stick, forcing Carter to shoot it a third time. The dog then turned toward Carter. Miller stepped in and shot the dog, hitting it for the fourth time in the head area.

When the pit bull turned on Miller, Carter fired the fifth and fatal shot at the dog's head.

Jackson said the girl had been bitten in the upper left thigh, lower leg and ankle, and was "bleeding profusely." Two residents applied pressure to the girl's wounds until an ambulance arrived to transport her to Johns Hopkins Hospital's pediatric unit, Jackson said.

Two other pit bulls were seized by animal control officials from the house in the 300 block of Calhoun St. that the attacking dog had escaped from, he said.

"People in the neighborhood are extremely happy because the dog had been terrorizing the neighborhood," Jackson said

### Q&A FROM THE SHERIFF:

## Leadership Counseling

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### 1. What is the definition of counseling?

A process of listening, communicating advice, instruction, or judgment with the intent of influencing a person's attitude or behavior

### 2. What are the three approaches to counseling?

Directive, nondirective, and combined

### 3. What is directive counseling?

When the counselor assumes the dominant role

### 4. What is nondirective counseling?

When the counselor causes the counselee to take complete responsibility for solving his own problem

### 5. What is meant by the combined approach?

In the combined approach to counseling, the leader uses parts of directive and nondirective approaches

### 6. What are the reasons for counseling?

Reception and Integration, Discipline, Performance, Professional Growth and Guidance, and Personal

### 7. Is performance counseling limited to bad performance?

No, counseling should be for good performance as well

8. What are the four learning steps an individual must take to further develop his counseling skills?

- The leader as counselor
- Approaches to counseling
- Counseling skills and procedures
- The art of communicating

9. What type of personal counseling is most effective?

Personal counseling which encourages the person to arrive at their own solution

10. What are some nonverbal signs that an employee may be in need of counseling?

- A good performer consistently begins to perform below par
- A normally attentive person suddenly displays a lack of attentiveness or concentration
- An employee performs deliberate acts of misconduct or refuses to follow instructions or orders
- A normally outgoing employee becomes withdrawn and a loner
- The employees' general appearance is not in compliance with standards

11. What are the five steps in preparing to counsel?

- Notify the employee
- Schedule the best time
- Choose a suitable place
- Decide the right atmosphere
- Plan the discussion

12. During a counseling session, should the leader spend more time at talking or listening?

A counselor should listen more than he/she speaks with emphasis on making comments or responding by asking questions as necessary

13. What is performance counseling?

Performance counseling is the process of communicating to a subordinate the leader's assessment of the strong aspects of the subordinate's performance of duty and ways in which that performance may be improved

14. Is it an absolute requirement that leaders regularly counsel their soldiers?

Yes. The leader who neglects to counsel his subordinates is negligent in his/her performance of duty

15. What must a leader recognize about him /her when conducting personal counseling?

A leader must recognize his/her limitations and offer only that kind of help for which he/she is trained and qualified

16. What is Active Listening?

Active listening involves concentrating on what the employee is saying and letting him/her know that he/she is being heard and understood

17. What is the key to getting results from counseling?

Performing leader follow-up measures

18. What are the leader follow-up measures?

- Let the chain of command know the results of the counseling
- Take action or make referrals agreed upon during the counseling
- Continue to evaluate the situation
- Recognize positive results
- Take corrective measures for poor results



John W. Anderson,  
Sheriff of Baltimore City